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**COUNTY OF LOS ANGELES**  
**FISH AND GAME COMMISSION**  
**B-50 Kenneth Hahn Hall of Administration**  
**500 West Temple Street**  
**Los Angeles, CA 90012**  
**(213) 974-1431 Fax (213) 633-5102**  
**Website: <http://fishandgame.lacounty.gov>**

October 13, 2011

TO: The Honorable Board of Supervisors

FROM: John H. Hybarger, Chairperson

SUBJECT: **RECEIPT OF EARLY GRANT REQUESTS**

The Los Angeles County Fish and Game Commission will consider certain budget items for the 2012 calendar year during its January 12, 2012, meeting. Proposed for consideration at that time will be Supervisorial District activities such as fishing derbies held at County lakes or special projects your District may be considering for the 2012 calendar year that fall under Section 13100 of the Fish and Game Code. The code supports funding for public education relating to the scientific principles of fish and wildlife conservation, consisting of supervised formal instruction carried out pursuant to a planned curriculum and aids to education such as literature, audio and video recordings, training models, and nature study facilities. We respectfully ask your office to submit a completed Grant Application (attached) for Fish and Game Propagation funds for any proposed Fishing events or special projects that meet the above criteria.

This early consideration is designed to offer a more efficient use of time and preparation by calendaring events which will be administratively set for approval by the Commission, relieving Supervisorial staff from making multiple requests and appearances at Commission meetings. Such early preparation also allows for notice to be provided to the California State Department of Fish and Game and related County Departments and other interested agencies/organizations so that events and special projects may be coordinated.

The Honorable Board of Supervisors  
October 13, 2011  
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Please e-mail your grant requests, as soon as possible, but prior to December 5, 2011, to [marana@bos.lacounty.gov](mailto:marana@bos.lacounty.gov) so that your requests will be placed on the January 12, 2012, Fish and Game Commission Agenda. If you need further information regarding this request, please contact our liaison, Ms. Martha Arana, at (213) 974-1431.

Thank you.

JH:AJ:ma

Attachment

c: Supervisorial District Planning Deputy

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## **COUNTY OF LOS ANGELES FISH AND GAME COMMISSION**

### **LOS ANGELES COUNTY FISH AND GAME COMMISSION INFORMATION FOR GRANT APPLICANTS**

#### **THE COMMISSION**

The Los Angeles County Fish and Game Commission is an advisory body for the Los Angeles County Board of Supervisors and the Fish and Game Warden regarding the propagation and protection of fish and game in Los Angeles County and the State of California. It was created by authority of a resolution adopted February 26, 1952 under Chapter 3.26 and Chapter 6.44 of the [Los Angeles County Code](#). The Commission administers and makes recommendations for the disbursement of funds received from fines for violations of the Fish and Game Code within the County of Los Angeles. Grant making is based on the availability of funds, geographical and categorical considerations and a thorough evaluation of the information provided by applicants. The Commission meets quarterly, but grant applications may be submitted at any time.

#### **POLICY AND OBJECTIVES**

The policy of the Los Angeles County Fish and Game Commission is to encourage the conservation and maintenance of wildlife resources in conjunction with Sections [1801](#) and [13103](#) of the California Fish and Game Code. This policy includes the following objectives:

- To enhance Fish and Game activities including propagation, protection and restoration
- To support Fish and Wildlife projects
- To further Research and Education in areas related to Fish and Wildlife

## APPLICATION SUBMISSION REQUIREMENTS

Non-profit organizations with an IRS 501 (c) (3) tax-exempt status or a purpose consistent with the definition of 501 (c) (3) status are eligible to apply.

Project/Program Must Clearly Qualify For Funding [Under Section 13103 of the California Fish and Game Code](#) - (Please Refer to Attachment A). Projects funded under this Section must be expended for the propagation and conservation of fish and game within or outside the County.

Completed applications must be submitted via e-mail to [Fish&Game@bos.lacounty.gov](mailto:Fish&Game@bos.lacounty.gov) or to the following address:

LOS ANGELES COUNTY FISH AND GAME COMMISSION  
500 WEST TEMPLE STREET, ROOM B-50  
LOS ANGELES, CALIFORNIA 90012

Supervisory District representatives, County Department and/or Organization must attend and make a presentation at the Commission meeting, as notified, in order to have their grant application considered.

## APPLICATION EVALUATION CRITERIA

Applications must include all of the information and materials requested on the attached Grant application for consideration by the Commission. If additional space is required, please use 8½ x11 paper.

Revised 09/19/11

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# LOS ANGELES COUNTY FISH AND GAME COMMISSION

## GRANT APPLICATION TITLE PAGE

TITLE OF PROJECT/PROGRAM \_\_\_\_\_

SUPERVISORIAL DISTRICT \_\_\_\_\_

SUPERVISORIAL DISTRICT CONTACT  
SUPERVISORIAL DISTRICT PLANNING  
DEPUTY \_\_\_\_\_

TELEPHONE NUMBER(S) \_\_\_\_\_

DEPARTMENT/ORGANIZATION \_\_\_\_\_

[As it appears on (501) (c) (3) IRS Letter] (If applicable)

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

AMOUNT REQUESTED \_\_\_\_\_

AUDITED TOTAL  
INCOME \_\_\_\_\_

AUDITED TOTAL  
EXPENSES \_\_\_\_\_

FOR FISCAL YEAR BEGINNING \_\_\_\_\_ AND ENDING \_\_\_\_\_

\_\_\_\_\_  
SUPERVISOR SIGNATURE

\_\_\_\_\_  
DATE

Note: Please complete this title page and attach all grant application materials prior to submission. If you have any question you may contact the Fish and Game Commission staff at (213) 974-1431.

For all areas that are not applicable, please indicate N/A in area.

One Page Project Summary

DRAFT

Background on Applicant:

Purpose and goals:

Brief summary of current activities:

Geographic area served:

Major sources and dollar amounts of corporate, foundation and government support during current and past fiscal year:

History of all grants received from the Los Angeles County Fish and Game Commission:



Project Information

Statement of justification of need:

Statement of purpose and goals:

Action plan to meet objectives:

Statement of how the objectives advance the propagation and protection of fish and wildlife:

Project budget and timetable:

Sources of other support for project:

Current status of project:

Cash flow analysis of the expenditure of project funds:

Proposed method of evaluating results:

Plans for funding on-going project (if applicable):

Please Attach the Following Supporting Documents, if applicable:

- Copy of the Latest IRS Determination Letter of Tax Exempt Status under Section 501(c) (3)
- Organization's Most Recent Audited Financial Statement
- Organization Most Recent IRS Form 990

## ATTACHMENT A

### CALIFORNIA FISH AND GAME CODE

§ 13103. Expenditures from fish and wildlife propagation fund; purposes

Expenditures from the fish and wildlife propagation fund of any county may be made only for the following purposes:

- (a) Public education relating to the scientific principles of fish and wildlife conservation, consisting of supervised formal instruction carried out pursuant to a planned curriculum and aids to education such as literature, audio and video recordings, training models, and nature study facilities.
- (b) Temporary emergency treatment and care of injured or orphaned wildlife.
- (c) Temporary treatment and care of wildlife confiscated by the department as evidence.
- (d) Breeding, raising, purchasing, or releasing fish or wildlife which are to be released upon approval of the department pursuant to Sections 6400 and 6401 onto land or into waters of local, state or federal agencies or onto land or into waters open to the public.
- (e) Improvement of fish and wildlife habitat, including, but not limited to, construction of fish screens, weirs, and ladders; drainage or other watershed improvements; gravel and rock removal or placement; construction of irrigation and water distribution systems; earthwork and grading fencing; planting trees and other vegetation management; and removal of barriers to the migration of fish and wildlife.
- (f) Construction, maintenance, and operation of public hatchery facilities.
- (g) Purchase and maintain materials, supplies, or equipment for either the department's ownership and use or the department's use in the normal performance of the department's responsibilities.
- (h) Predator control actions for the benefit of fish or wildlife following certification in writing by the department that the proposed actions will significantly benefit a particular wildlife species.
- (i) Scientific fish and wildlife research conducted by institutions of higher learning, qualified researchers, or governmental agencies, if approved by the department.

- (j) Reasonable administrative costs, excluding the costs of audits required by Section 13104, for secretarial service, travel, and postage by the county fish and wildlife commission when authorized by the county board of supervisors. For purposes of this subdivision, "reasonable cost" means an amount which does not exceed 3 percent of the average amount received by the fund during the previous three-year period, or three thousand dollars (\$3,000) annually, whichever is greater, excluding any funds carried over from a previous fiscal year.
- (k) Contributions to a secret witness program for the purpose of facilitating enforcement of this code and regulations adopted pursuant to this code.
- (l) Cost incurred by the district attorney or city attorney in investigating and prosecuting civil and criminal actions for violations of this code, as approved by the department.
- (m) Other expenditures, approved by the department, for the purpose of protecting, conserving, propagating, and preserving fish and wildlife.

(Amended by Stats.1990, c 764 (A.B. 4039), § 3; Stats.1991, c. 561 (A.B.722), § 2.)